



BURR RIDGE SUBDIVISION ORDINANCE
Appendix II - D
Subdivision Inspection Checklist

Note that any tests required by the village inspector will be at developer's expense

1. **SAFETY & EROSION CONTROL;** *Call for a safety and erosion control inspection a minimum of 48 hours prior to starting work. These items will also be checked at every additional inspection.*
 - ☐ Review all operating procedures to assure that activities are performed in the safest manner.
 - ☐ When work is conducted in the presence of traffic, review necessary traffic control requirements.
 - ☐ Review erosion control to ensure all erosion control measures are functioning properly.
 - ☐ Ensure tree protection is in place and functioning properly.
2. **UTILITY INSTALLATION** (water, sanitary, storm); *Call for inspection a minimum of 48 hours prior to pipe installation and a minimum of 48 hours prior to chlorination and pressure testing.*
 - ☐ Verify size, type, length, and location of pipe and structures.
 - ☐ Inspect all material for any damage or defects.
 - ☐ Check trench for proper width and sheeting needs.
 - ☐ Ensure that joints and lift holes are sealed in accordance with specifications.
 - ☐ Ensure backfill is free of large rocks and debris and that backfill is placed in accordance with specifications. If required, enlist water and special compacting equipment.
 - ☐ Check for proper installation of tracer wire and thrust blocking where required.
 - ☐ Chlorinate and pressure test as required by IEPA for water mains. Village to supervise delivery of all samples to Village approved lab. Chlorination report to be delivered to Village.
3. **GRADING & ROADWAY BASE PREPARATION;** *Call for inspection before beginning grading operation. Call for inspection a minimum of 48 hours prior to proof rolling of roadway subgrade. Call for inspection when beginning installation of granular base.*
 - ☐ Inspect clearing and grubbing limits and check requirements for disposal of debris.
 - ☐ Monitor salvaging of topsoil to ensure proper drainage and erosion control.
 - ☐ Verify roadway grade is true to cross-section and alignment.
 - ☐ Check that roadway subgrade is free of ruts, large stones, and excess dust.
 - ☐ Proof roll roadway subgrade with a fully loaded six wheel and remove all unstable material.
 - ☐ Check depth of granular base and observe for proper size, makeup, and compaction.



4. **CONCRETE CURB, GUTTER, SIDEWALK, AND PAVING;** *Call for inspection after setting sting line or form boards but prior to paving. Call for inspection a minimum of 48 hours prior to placement of concrete.*
- ☐ Review contractor's equipment and forms for contract compliance and to assure plan dimensions.
 - ☐ Check vertical and horizontal alignment.
 - ☐ Inspect base for grade, compaction, and moisture.
 - ☐ Check requirements for reinforcing steel, tie bars, expansion, contraction and control joints.
 - ☐ Insure that proper drainage conditions are met.
 - ☐ Perform tests for compliance with specified slump and air content. Make test cylinders as required.
 - ☐ Collect concrete delivery tickets and check batch time.
 - ☐ Inspect curing operations and if required, cold weather protection.
 - ☐ Review finishing and backfilling procedures.
5. **PLANT MIX BITUMINOUS PAVING;** *Call for inspection a minimum of 48 hours prior to placement of bituminous material.*
- ☐ Check equipment for specification compliance and monitor paving and rolling sequence.
 - ☐ Check that existing surface is smooth, firmly compacted and correct to cross section, grade, and alignment. Existing bituminous and concrete bases are to be clean and free of loose material and tack coated.
 - ☐ Check bituminous material temperature frequently and observe for proper size, coating, and segregation.
 - ☐ Collect bituminous material delivery tickets.
 - ☐ Check that paver maintains correct line, grade, and cross slope for proper mat width and thickness.
 - ☐ Check that construction joints are tight and flush with adjacent surfaces. Insure mat has a uniform appearance and is free of longitudinal seams.
 - ☐ Check that rolling is as continuous as possible and at proper speed. Cease vibratory rolling when checking or cracking occurs, or at specified minimum temperature. Enlist cold roll to remove marks.
 - ☐ Monitor density tests to ensure adequate compaction.
 - ☐ Core pavement prior to placement of surface lift as required to check pavement thickness.
6. **LANDSCAPING & SITE RESTORATION;** *Call for inspection prior to placement of topsoil and landscape material.*
- ☐ Check that topsoil is free of clumps, rocks, roots, etc. and is suitably prepared.
 - ☐ Check that landscape material including fertilizer, seed, plants, and trees meet plan requirements.
 - ☐ Monitor final finishing including: removal of all litter and debris, repair of damaged areas, and cleaning of all drainage structures.